

First Time Sign-On—Installing Jinitiator

Scope

This guide outlines the procedures for the first time you sign into FMS and installing Jinitiator.

Sign-On

The first time that you attempt to sign-on to SFA FMS, you will be prompted to install Jinitiator software on your workstation.

FYI: You will be automatically requested to download and install a file called Jinitiator onto your desktop. **This is a one time only installation, and is only required the first time you sign on to FMS.** For all subsequent sign ons, skip steps 2-5 of this section. When moving to the next field in any of the steps in this guide, make sure to either use the Tab Key or Click on the appropriate field. **Do not use the Enter Key to move to the next field.**

Activity Preface

To Log into SFA FMS, click on the link directly below:

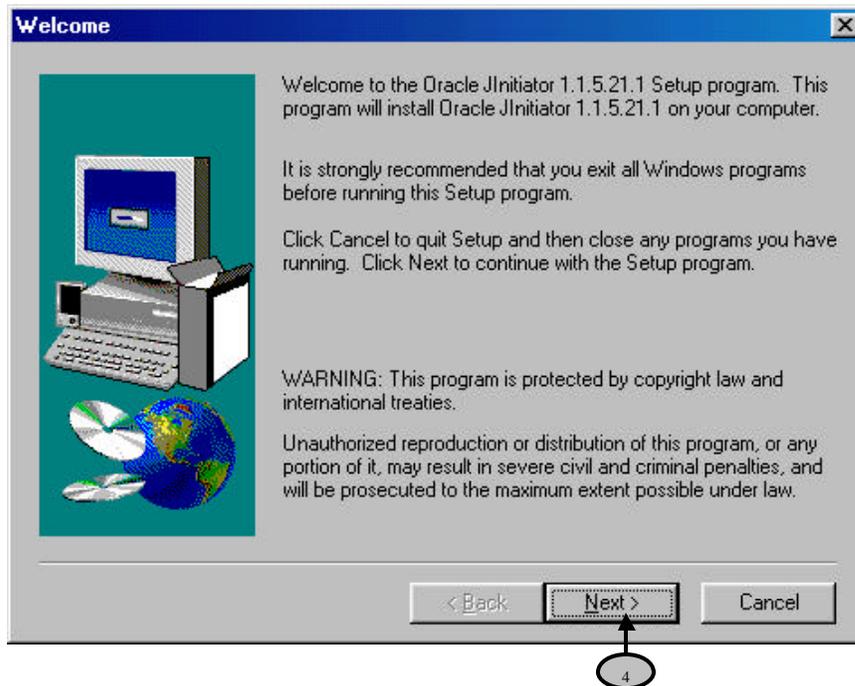
[SFA FMS Sign-On \[PROX0003\]](#)

First time Sign-On—Installing Jinitiator-All Users

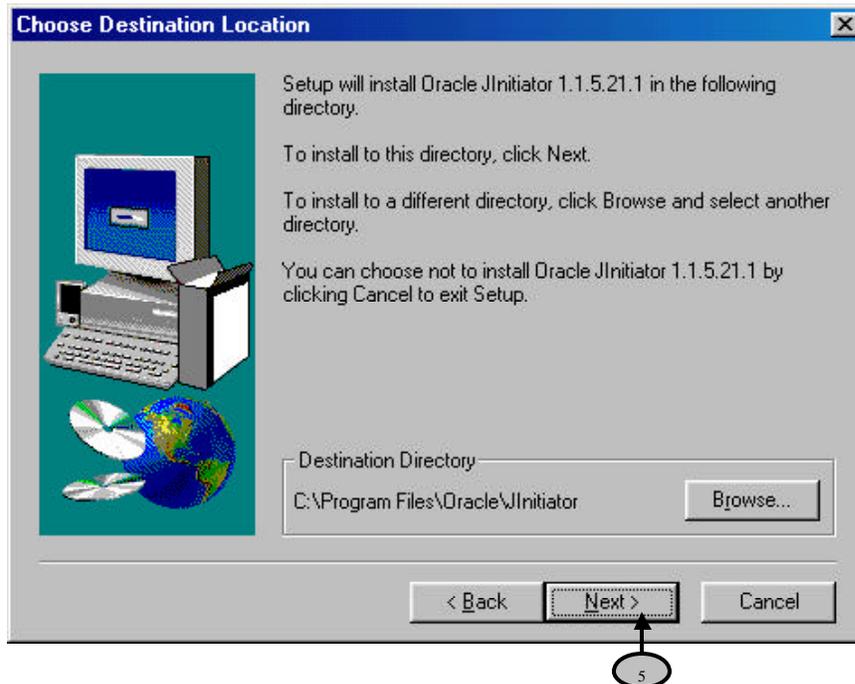
1. Open Internet Explorer, or another Internet browser. Type the following address: <http://fms.sfa.ed.gov> and press the Enter Key. After a few moments, the “Security Warning” window appears.
2. **Click** on the **Yes** button to begin installation of the Jinitiator software. The “InstallShield Self-extracting EXE” window appears.



3. **Click** on the **Yes** button to continue. After a few moments, the “Welcome” window appears.



4. **Click** on the **Next** button to continue. The “Choose Destination Location” window appears.



5. **Click** on the **Next** button to continue. (Do not change the Destination Directory.) After a few moments, the “Oracle Applications” (FMS Sign On) window appears.



FYI: Depending on your Internet connection, this step could take several minutes while Jinitiator is downloading.

6. You have just successfully downloaded Jinitiator. Click the System Access/Sign-On link at the end of the Activity Preface Section to proceed with Sign-On steps.

End of activity.

Start

First time Sign-On—Installing Jinitiator-All Users

- Open Internet Explorer, or another Internet browser. Type following address: `http://fms.sfa.ed.gov` & press Enter Key. After a few moments, "Security Warning" window appears. (1)
- Click on Yes button to begin installation of Jinitiator software. "InstallShield Self-extracting EXE" window appears. (2)
- Click on Yes button to continue. After a few moments, "Welcome" window appears. (3)
- Click on Next button to continue. "Choose Destination Location" window appears. (4)
- Click on Next button to continue. (Do not change Destination Directory.) After a few moments, "Oracle Applications" (FMS Sign On) window appears. (5)
- You have just successfully downloaded Jinitiator. Click System Access/Sign-On link at end of Activity Preface Section to proceed with Sign-On steps. (6)

End